



Texas Funeral Service Commission  
333 Guadalupe Street #2-110, Austin, Texas 78701  
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**Texas Funeral Service Commission  
Meeting Minutes  
April 20, 2021**

- I. Presiding Officer Compean called the Texas Funeral Service Commission meeting to order at 9:00 a.m. Roll call was taken. A quorum was present.
- II. Invocation – Given by Jay Carnes.
- III. Executive Director gave an update on office staff.
- IV. Commissioner Scepanski made a motion to approve the meeting minutes from the January 19, 2021 meeting. Commissioner Tips seconded. Motion approved.
- V. Executive Director Glenn Bower gave the Financial Report for the 2nd Quarter Performance Measures and Budget Report.
- VI. Enforcement Report was given by Executive Director, Glenn Bower.
- VII. Legal Report was given by Executive Director, Glenn Bower.
- VIII. Executive Director Report was given by, Glenn Bower.
- IX. Presiding Officer Compean opened the floor for public comment. The following visitor made public comment: Jim Bates.

Meeting Recessed at 10:16 a.m.

Meeting Resumed at 10:29 a.m.

- X. TFSC Division of Responsibility Policy

At 10:30 a.m., Presiding Officer Compean announced that the Texas Funeral Service Commission will go into closed session pursuant Texas Government Code Section 551.071 to obtain the advice of legal counsel.

At 11:51 a.m., Presiding Officer Compean announced that the Texas Funeral Service Commission reconvened in open session and no action was taken during closed session.

- a. After discussion on the annual update of Division of Responsibilities Policy, Commissioner Scepanski made a motion under Texas Occupations Code section 651.104, approves the TFSC Division of Responsibilities as revised. Commission Grammer seconded. Motion approved.
- b. After discussion of the Procedure for Criminal Background History Evaluation concerning Rules §203.16, §203.17, and §203.18, Commissioner Grammer made a motion to approve the Procedure for Criminal Background History Evaluation and

issuance guidelines required by Texas Occupations Code section 53.025.  
Commisisoner Hefley seconded. Motion approved.

XI. Discussion of issues or topics for consideration for future TFSC meetings.

XII. Meeting adjourned at 11:56 a.m.

Minutes of the April 20, 2021 meeting are respectfully submitted and approved.

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Glenn Bower  
Executive Director

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Larry Allen  
Presiding Officer

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Date signed

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Date Signed